schoology®

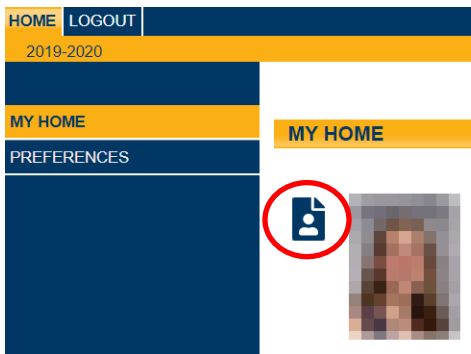## Schoology Parent Access

Parents have the option to create accounts in Schoology, which will allow access to your student's course content and assignments. There are two phases to creating your Schoology parent account. The first phase is retrieving the access code within SchoolTool and the second phase is creating a Schoology account. Please see the detailed instructions below.

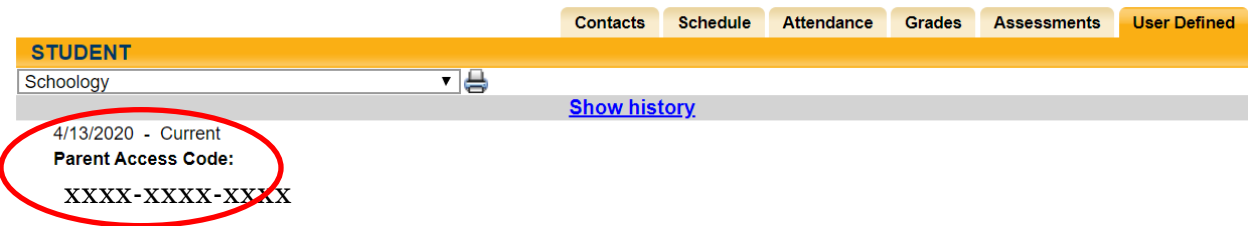**Phase 1 (SchoolTool): Retrieving the Access Code**

1. Visit SchoolTool Parent Portal – *www.gateschili.org/SchoolTool*
   a. *If you do not have a SchoolTool Parent Portal Account, please contact support@gateschili.org.*

2. Login using your SchoolTool Parent Portal username and password

3. Click on the student icon
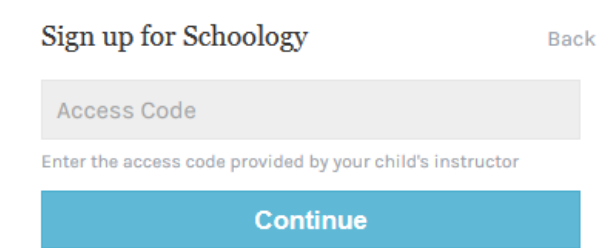

4. Click on the User Defined Tab

5. The screen will refresh, and the Schoology access code will be listed (use the dropdown arrow and select Schoology if it does not appear after the screen refresh)
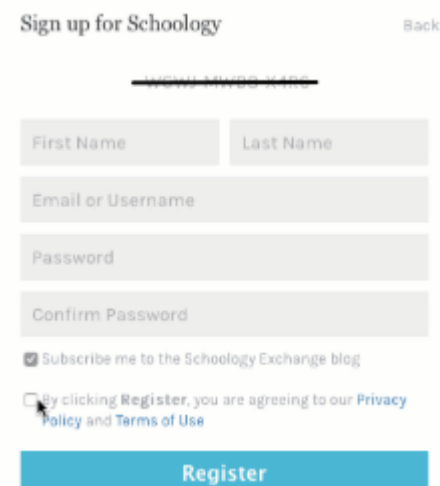

6. Repeat steps 3-5 if you have multiple students in the district. Each student will have a unique code. In Phase 2, you will need a separate access code for each student.

Phase 2 (Schoology): Register for Schoology Access

1. Visit *www.gateschili.org/SchoologyParentSignUp*

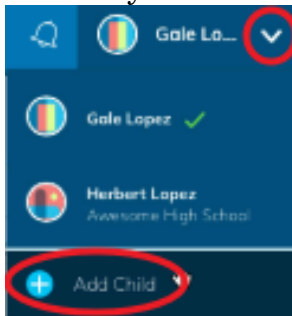2. Enter your student's 12-digit access code located in SchoolTool

Sign up for Schoology   Back

Access Code

Enter the access code provided by your child's instructor

Continue

3. Enter your personal information and click Register

Sign up for Schoology   Back

~~WGWJ-MW89-K4RC~~

First Name   Last Name

Email or Username

Password

Confirm Password

☑ Subscribe me to the Schoology Exchange blog

☐ By clicking **Register**, you are agreeing to our **Privacy Policy** and **Terms of Use**

Register

4. Once you have registered, you'll be taken to the Parent View of Schoology. To switch to the Student View, simply click the down arrow next to your name and then select your child.

5. Now you can view all the Courses that your child is enrolled in:

GATES CHILI CENTRAL SCHOOL DISTRICT — **COURSES**

6. If you have multiple students in the district, each student will have a unique code, which is in the SchoolTool Parent Portal. To add another student in your Schoology parent account, click the arrow to the right of your name and select, "Add Child." From there, enter the next student code for the child you would like to add. Complete this step for each additional student you would like to add. Schoology will allow you to switch between your students.

Gale Lo... ⌄

Gale Lopez ✓

Herbert Lopez
Awesome High School

⊕ Add Child

If you need assistance, go to *www.gateschili.org/Schoology*.
If you experience any complications, please contact *support@gateschili.org* for support.